



Purpose & Summary

This report serves to give an update of progress on the initiatives supporting the Department of Corrections (DOC) strategic plan. We will continue to conduct periodic reviews to make sure the projects are progressing as anticipated, and our resources are being used effectively. The information provided in this report is based on tracking the progress of each initiative against their project milestones. We have included charts and tables to highlight the progress and distribution of the initiatives.

As of October 31, 2020:

- Of the 27 initiatives for FY2021, 78% (21) are chartered and moving towards implementation. Three (3) are complete.
- The initiative to improve safety at regional offices/training centers and central office is complete.
- Eight (8) of the 10 new initiatives for focus in FY2021 are chartered and in-progress.

For the complete report on October's initiative highlights, see Appendix A.

Statistics & Analysis

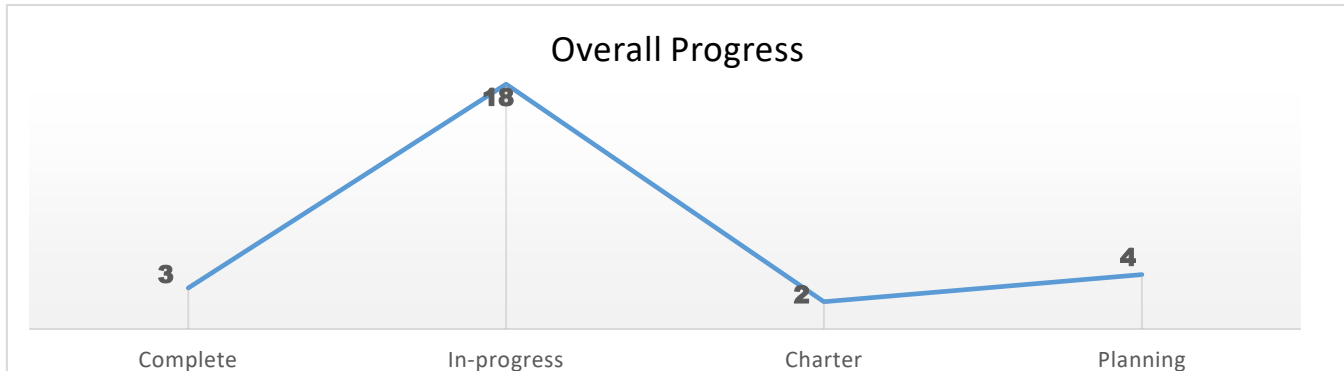
The 27 initiatives for focus in FY2021 are divided among the placemat themes as follows: 10 under safer work environment, nine (9) under improving workforce, and eight (8) are under reducing risk and recidivism. The table below shows how they are progressing by theme. Twenty percent (20%) of the initiative under the safer work environment theme are complete, and 80% are in-progress, a 33% increase from September. The initiatives in the planning phase under improving the workforce decreased by 33%. Therefore, 78% of the initiatives under the improving workforce theme are either chartered and in-progress or complete.

Table 1: FY21 Progress of Strategic Plan Projects by Theme

Placemat Themes	Initiative Status			
	Complete	In-progress	Charter	Planning
Safer Work Environment (10)	20%	80%	0%	0%
Improving Workforce (9)	11%	45%	22%	22%
Reducing Risk & Recidivism (8)	0%	75%	0%	25%



Figure 1: Progress of Strategic Plan Initiatives by Status



The 27 division led projects are currently in the following statuses: Three (3) are complete (11%), 18 are in-progress (67%), and Two (2) are Chartered (7%). The remaining four (4) are in planning (15%).

Table 2: Project Status by Division Responsibility

Progress and Assignment By Division							
Status	Overall	OOD	P&P	DORS	DAI	DHS	Parole Board
Complete	3	0	0	0	2	1	0
In-Progress	18	1	0	5	6	5	1
Charter	2	0	0	0	0	2	0
Planning	4	3	0	0	1	0	0
Total Initiatives	27	4	0	5	9	8	1

DAI has completed two (2) of their assigned initiatives and DHS has one (1) complete. All five (5) of the initiatives assigned to DORS are in-progress, along with Six (6) of the nine (9) assigned to DAI. There are four (4) initiatives in the planning phase: three (3) are assigned to OOD and one (1) to DAI.

Implications & Recommendations

Progress continues with the initiatives this FY. Initiatives in the complete status increased by 50%, while those in planning status decreased by 43%. **Only four (4) initiatives remain in the planning phase**, and we are working to get them chartered and on the road to implementation. Several initiatives have completed their Milestone assignments and are ready to get the “real” work started.



Appendix A:

October Initiative Highlights

11.101 - Staffing Pattern & Shift Analysis

Off-track (with plan to rectify)

- The vendor has decided to move forward with on-site visits after discussions with the DAI Executive team. However, due to COVID, they are expecting to go beyond the current contract period of December 31, 2020. As of October 20th, they have requested an extension to the contract from OA and has provided them with all the required information. The vendor and DAI will discuss visit schedules once the extension is approved

11.110 - Offender Mail

Off-track (with plan to rectify)

- The Offender Mail and Censorship team have started meeting again.
- JPay has had an impact related to postal scanning.
- The DOC Contract Team is in the process of reviewing the scope of work with JPay, to add a requirement that JPay staff scan non-attorney/client postal mail at no cost to the Department nor the offender, and deliver the scanned mail via the tablet or JPay kiosk.
- The draft scope of work was sent to the Procurement Unit late October for review, and they have decided to make it a priority for the unit.

11.202 - Improve Safety at Regional Offices/Training Centers and Central Office

Off-track (with plan to rectify)

- This is complete.

11.207 - Identification & Tracking of Security Threat Groups

Off-track (with plan to rectify)

- The DAI Executives are working to finalize the manual and get this completed.

12.104 - Automated Time Keeping System for DAI

Off-track (with plan to rectify)

- The DOC team continues to meet weekly with the vendor and internally. They have been working hard on testing and re-configuring the system related to a schedule to contract automation, holiday automation, and FMLA.
- The schedule to contract automation uses the employees' clock in and clock out times and schedule to separate regularly scheduled hours and overtime hours.



Improving Lives for Safer Communities

- They have specifically had issues with the automation working with employees who work overnight shifts, but they continue to explore options to correct this automation, or they will look for another solution within the system.
- The team is working on entering test data that we can then test import into SAMII to see how SAMII reacts.
- DOC and DMH have met with the vendor regarding the FMLA automation and shared requirements for that automation. The vendor's project management team is putting together a document that outlines those requirements so DOC and DMH can review before they build the automation.

Strategic Initiative Dashboard

FY2021 Initiatives

Values in circles indicate %
of milestone complete

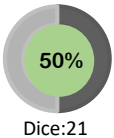
On-Track
Off Track with plan
Off Track – with no plan

Safer Work Environment

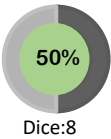
Safe Worksites

Equip Staff to Succeed

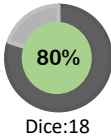
Staffing Pattern &
Shift Analysis



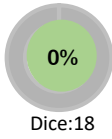
Offender Censorship



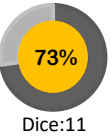
Identification &
Tracking of Security
Threat Groups



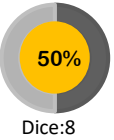
Transition to
Electronic Files to
Support Work-From-
Home



Automated Time
Keeping System for
DAI



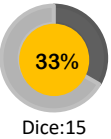
Offender Mail



Improve Safety at
Regional
Offices/Training
Centers and Central
Office



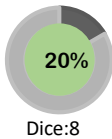
Offender Suicide
Prevention



Institutional COVID-
19 Testing for Safe
Reopening



Develop System For
Virtual Training

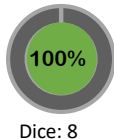


Improving Workforce

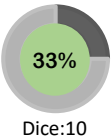
Hire, Develop, Retain Quality Staff / Health & Wellness

Develop Corrections Brand

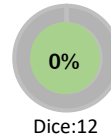
Identification of Core
CO-I Competencies



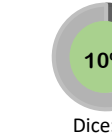
Implement Frontline
Onboarding



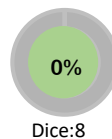
Corrections Way
Training to Frontline
Staff



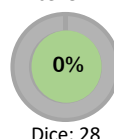
Redevelop the
Intranet



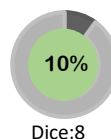
Adopt Trauma
Informed Culture at
Female Institutions



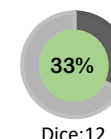
Develop Onboarding
for Supervisory Staff



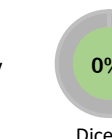
Transformation
Training Academy



Create Employee
Wellness Program



Repurpose the
Citizen's Advisory
Committee (CAC)

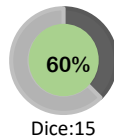


Reducing Risk & Recidivism

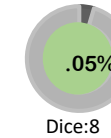
Prep for Release

Parole Board

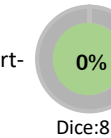
Ashland University
Expansion



Institutional
Programming and
Activities Conform
with Evidence Based
Practice



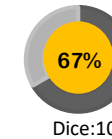
Program Model for
Court Referred Short-
Term Offenders



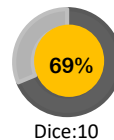
Quality Control and
Quality Assurance
Support for
Correctional
Programming



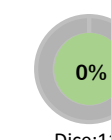
Re-Create Release
Guidelines



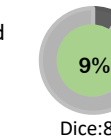
Establishment of an
Offender Nursing
Home with Outside
Partner



Community Peer
Specialist



Develop Integrated
Mental Health and
Substance use
Treatment
Philosophy and
Standard



Dice scores last calculated Jan 2020

**Scores are defined as follows: - 7 to 13 win zone (Highly likely to succeed) - 14 to 17 worry zone (Risky, needs immediate attention to weaken risk) - 18+ woe zone (highly likely to fail, need decisive action to salvage)